

## FAMILY SUPPORT SERVICES ADVISORY COUNCIL

November 7, 2003

3<sup>rd</sup> Floor Conference Room

Northrop-Grumman Building, 2401 Colonial Drive

Helena, Montana

Members Present: Brian Lenhardt, Ron Herman, Diana Colgrove, Sandi Marisdotter, Sylvia Danforth, Cris Volinkaty, Ted Maloney, Lucy Hart-Paulson, Gerald Pease, Sandy McGennis, Barb Stefanic, Patti Russ, Dan McCarthy

Others Present: Judy LeRoux, DDP Part C Coordinator; Mary Huston, parent from Glasgow; Janice Frisch, DDP Management Operations; Jackie Emerson, DDP Program Support pm - Jannis Conselyea, Program Support Bureau Chief

Introductions – Those present introduced themselves.

Kelly was not able to attend due to a sick child – Brian will serve as Chair for the Council in her absence.

Parent Story –

Mary Huston shared her experience of adopting a daughter with developmental disabilities and trying to find services while living in Seattle. Her daughter, Morgan, is now 4 years old and is delayed globally with the skills of a 19 –20 month old child. After finding no help in Seattle she was very pleased to share that within 1 month of moving to the Glasgow region she was receiving help through DEAP. Morgan was receiving physical therapy and speech therapy within 3 months.

Voting – Because there was no quorum voting was delayed to give more time for members arriving late.

Judy's Report –

- PLUK referrals – Molly reports that the referrals work great in Billings – people are informed about the FSSAC members and providers regarding Part C and what services are available. Molly needs to know what data does the Council want reported, what is the best utilization of the parents on the FSSAC. Judy will clarify on the scheduled conference call. Cris reported that CDC does not get many referrals from PLUK, mostly from the hospitals and clinics. Ted suggested that the contract for PLUK be read to look for the services contracted for. Judy suggested that Dennis be asked to address the Council. Judy will stay in contact and continue to work with them. If anyone has information they would like to have addressed with PLUK, please give it to Judy. Members asked that Judy ask for the number of referrals by region, the number of referrals during the public relations campaign run by CDC during Jan – Mar 2003.
- FSS Certification Process – the November event went smoothly, the next certification is scheduled for December in Helena.
- Data – Judy stated that the Performance Report included a centralized database for collection and integration of Central Office and Provider information. Janice Frisch reported on the State's AWACS and the type of information that was available from it that might be useful for the Performance Report. It would be possible to add modules to collect some other information but she felt that setting up another separate database could be harder to maintain and is sometimes difficult to relate the data back to AWACS. Ted felt that the need was to

ensure consistent, reliable, valid, and valuable data and clean procedures for gathering that information. Judy said that for this year's she would write up what data is being collected and the State uses it to change and better the system. The group agreed with Janice that information gathered should be used to improve quality of services and show that kids are getting services and the right amount of services.

- Part C Regulations – Judy distributed copies of the regulations and the group discussed the comparison to the bylaws. Judy reported some of the issues that have arisen over the representation on the Council. The group discussed some alternative ways of giving other Providers opportunity to serve on the Council and the fact that the regulations recommend that Parent reps not be an employee of a Provider agency. The Council stated that the public is welcome to attend meetings and can be placed on the agenda to speak if notice is given so it was decided not to change the rules unless needed or the make up of the Council unless there is stronger interest from other Providers.

#### Voting issues:

- Mary Huston was nominated to fill the Parent Rep position for Region I: Sylvia made the nomination, Lucy seconded, and the vote passed unanimously. The nomination will be sent to the Governor for appointment.
- New FSSAC Chair – The Vice Chair is automatically nominated for the position. Cris made the nomination, Ron seconded, and the vote passed unanimously.  
**The Council wanted to thank Kelly for her service as Chair. Great job, Kelly!**
- New FSSAC Vice Chair – Diana Colgrove was nominated for the position. Sylvia made the nomination, Dan seconded, and the vote passed unanimously.

#### DDP Update: Jannis Conselyea

- Jeff Sturm was not available for the meeting.
- After a presentation by Dr. Bill Cook at the October meeting of the QIS's, the IFE&S Screening Assessment tool designed by Dr. Cook will be revised to reflect some clarification requested. The assessment tool will be used to screen children into Waiver services.
- Jannis read a letter sent out by Jeff explaining the Reimbursement Methodology Project and the decision to award the contract for the project to Mercer Human Resources Consultants. Mercer will be working toward establishing standardized reimbursement rates across the state. In doing so, there will be regional focus groups beginning in January for everyone to attend and have input on the process. The project is due to be completed in July of 2004 but will be implemented gradually over a 3 year period.
- On December 15<sup>th</sup> there will be a work group meeting in Helena to assist Mercer in the design of the children's services assessment portion of the Reimbursement Project.
- As DDP studies the refinancing of children in FES services, they have been looking at several options: including children in the 0208 Waiver using the Bill Cook tool to screen them in, a 1115 Waiver which was designed and standards written but has been put aside, amending the current Community Supports Waiver, or a CHIP Waiver which has been studied but does not look promising. Dr. Billy Ray Stokes, with the Mercer team, will be coming to Helena for the December Children's Services Assessment Group meeting. Dr. Stokes helped both Louisiana and Mississippi refinance Part C services.

Training Issues: Priscilla Halcro of QLC has informed Judy that the Personnel Development Council sends a survey to FSS's asking what kind of training they need. Providers reported that they had not received the survey in recent years and that sometimes the training did not apply to Part C. Judy has been asked to speak to the CSPD at their next meeting and will address the issue. Sandy McGennis stated that there are also some language and hearing training certification needs.

#### Universal Newborn Hearing Screening:

The UNBHS is seeing some of the same issues as Part C in getting referrals. There will be an International Conference on Hearing on February 18-21 that Sandy McGennis will be attending along with a parent from Helena. She will share the information from it with the Council and UNBHS.

#### Communities of Practice:

Judy distributed handouts explaining the Communities Of Practice concept and the website but has not joined any of the communities. She feels that the information presented on the NECTAC bulletin board is more useful to her at this time. The Part C coordinators list serve is also very helpful but is not open to general public.

#### Part C Conference:

The Part C Performance Report continuous improvement requirement was reinforced. Dan attended a session on data by Harold "Bud" Hodgekinson and has found that his book can be downloaded from the Institute of Educational Leadership website. It can be found at [www.IEL.org](http://www.IEL.org).

Cris's trip was paid for by CDC and Family Outreach. She attended the financial workshop and listened to the presentation explaining the use of Title V money for Part C and FES services. (Jannis said that she has been asked by Jeff to study the Title V funding and review the State Plan to look for service matches.)

#### Work Plan:

Judy referred back to an earlier explanation that Part C has no "slots", it is entitled. Therefore, the wording in the work plan should be changed to reflect that.

The Data group has not been able to meet but the issue has been discussed at length today. The data should reflect where our system needs to change. The group plans to meet more in depth at the next meeting.

The Council needs to vote to approve or modify the plan.

The Council discussed the problem of overserving and Jannis reported that it is a top priority to work on both a short term and long term solution. Writing a letter to the Department was discussed but was decided against. Sylvia made a motion that the language on the Plan be changed to: "The FSSAC will continue to review data regarding Part C numbers and allocated resources, considering all the variables for an equitable plan of distribution."

Ted seconded the motion and the vote passed unanimously.

Sylvia then made the motion that the Work Plan be approved as amended. Patti seconded the motion and the vote passed unanimously.

The suggestion was made to move the work group meetings to the morning portion of the next meeting.

**Next Meeting:**

The meeting had been tentatively scheduled **for March 5<sup>th</sup> in the 3<sup>rd</sup> Floor Conference Room of the Northrop-Grumman Building.**

Dan made the motion to keep the meeting as scheduled. Sylvia seconded the motion and the vote passed unanimously.

Parents and agency representatives were given an opportunity to report.

The Council expressed thanks to the parents for being present and participating.

The meeting adjourned.